



OPTiMA

ARC TRAINING CENTRE IN
OPTIMISATION TECHNOLOGIES
INTEGRATED METHODOLOGIES
AND APPLICATIONS

MINUTES – OPTiMA Equity, Diversity, and Inclusion

TUE 25th Jan 2022 10:00 – 11:30

LOCATION: ZOOM

Attendees: Charlotte Hurry (Chair - CH), Joyce Zhang (Minutes - JZ), Jip Dekker (JD), Zahra Namazian (ZN), Vivek Katial (VK)

Apologies: Guido Tack (GT)

MINUTED ITEMS

1. Introduction

CH with Executive Committee (not UoM or Monash), VK PhD (UoM), JD Research Fellow (Monash), JZ CI (UoM), ZN PhD (Monash)

2. Communication

Everyone is happy with sharing with Google Docs and communicating using Slack. Important notices need to be sent via email.

3. Terms of reference

CH: Most from the legal agreement and Exec Committee have added some parts. The EDI needs more representations on different levels, focusing on ECRs
Min 3 members from other nodes for each meeting
Consider the first 6mth initiatives with min budget (e.g., using existing training programs offered by the universities)
We will discuss the misconduct policy later this year.

4. Plan

JD: suggested a more precise statement under Diversity and Inclusion.
CH: updated the document.

5. Actions/Milestones

We went through actions/milestones one by one and made edits.
CH: updated the document and coloured different actions suggested by VK.
https://docs.google.com/document/d/1Ce93_L2NzFJpT6_1YcWNsyfJlSiAxSx3-Cbf3Mc5pic/edit

6. AOB - None

ACTIONS

1	Edit versions	Send edited versions of the Plan and Actions to the committee	CH	ASAP
2	Provide feedback	Provide feedback comments on the updated plans	EDI	Cob 31 Jan 2021
3	Present to the Exec	Present changes to the Exec Committee	CH	4 Feb 2022
4	Future meetings	Ally training, EDI survey, recruitment data	EDI	TBC
5	Set date of meetings	Discuss in Slack best dates for the next meeting	EDI	31 Mar 2022